



CONTRACT NO. 9748-1/20
CLOSED CIRCUIT TELEVISION (CCTV) CAMERAS AND ASSOCIATED EQUIPMENT
PRE-QUALIFICATION POOL

Contract Overview:

This contract provides Miami-Dade County user department(s) with a pool of pre-qualified vendors for the spot market purchase of new closed circuit television (CCTV) cameras and associated equipment for the replacement or upgrade of existing CCTV system equipment. This contract is for purchase only and does not provide for installation services.

Contract Term:

Five (5) years, with one option to renew for a two (2) year term.

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Authorized Departments and Associated Allocation:

Department	Allocation
Aviation (MDAD)	\$750,000.00
Total:	\$750,000.00

Part #1: PRE-QUALIFIED VENDORS

For the most updated list of pre-qualified vendors on this pool please right click and open hyperlink to view the BPO and Award Sheet:

<https://www.miamidade.gov/DPMww/SearchAwardSheetAttachments.aspx?ContractId=9748-1/20>

Additional vendors may be added to the pre-qualified pool by Procurement Management once they have complied with the County requirements and submitted the qualification materials requested in the solicitation document.

Part #2: ITEMS AWARDED

CCTV cameras and associated equipment only. Installation services are not included under the terms of this contract.

Part #3: APPLICABLE ORDINANCES

Each Solicitation shall be consistent with AO NO.3-38, "Master Procurement Administrative Order."

Local Preference, Cone of Silence, and Inspector General Ordinances shall be applicable to each Request for Quote (RFQ) issued under this contract. UAP is not applicable due to funding source.



Local Preference Consideration

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased:
2. A business that has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. A business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
 - a. The Vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("Full Time Equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - b. The Vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Locally Headquartered Business Consideration

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a "principal place of business" in Miami-Dade County. "Principal place of business" means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of RFQs based on price and/or hourly rate, the following shall apply:

- If a low bidder is not a local business, and a *local business* submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.
- If a low bidder is not a local business, and a *locally headquartered business* submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business



within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

- If a low bidder is a local business, and a locally headquartered business submits a bid within 5% of the local, the local low bidder and all locally headquartered business within 5% of the local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties. Therefore, a vendor that meets the local preference requirements as specified above for Broward County shall be considered a local business pursuant to this Section.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.

When the above circumstances (Local, locally headquartered, or SBE preference) occur, user departments are to send out a request to obtain the best and final offers (BAFO).

Please note that a determination of the responsibility and responsiveness for all vendors must take place prior to requesting the BAFO. This is to avoid a situation where a violation of the local preference ordinance to conduct a best and final process could take place; a non-responsive local vendor should not be included in this process even if they are the low bidder.

Part #4: INSTRUCTIONS FOR EACH REQUEST FOR QUOTE

METHOD OF AWARD

This contract requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO). Per Section 2.4 of the Contract, when a Request for Quotation (RFQ) is initiated, the pre-qualified vendors shall be invited to offer a fixed price for a specific purchase or for a specific purchasing period. The vendor then offering the lowest fixed price shall be awarded for the specific period or specific purchase.



AWARD SHEET

The Award Sheet with the latest vendor contact information, instructions, forms, addenda, and BPO information will be maintained at the ISD Procurement Management Services web-site at:

<https://www.miamidade.gov/DPMww/SearchAwardSheetAttachments.aspx?ContractId=9748-1/20>

Departments are to utilize all vendor contact information contained within the Award Sheet for the issuance of all RFQ's. These contacts are authorized to respond to County requests and are to be included in each RFQ issued against the contract. Failure to utilize all contacts for the vendors listed in the Award Sheet may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

DELIVERY REQUIREMENTS

Per Section 2.8 of the Contract, departments shall include the delivery requirements within the RFQ. If the vendor fails to deliver the goods within the required delivery time as stated in the RFQ, the County reserves the right to cancel the award on default basis.

Per Section 2.10, the vendor shall be responsible for filing, processing, and collecting all damage claims against the shipper in the event that damaged goods are received when shipping is provided by the vendor.

WARRANTY REQUIREMENTS

Per Section 2.9, departments shall include warranty requirements within the RFQ if applicable.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the User Department Director to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.

